



Arlington Contributory Retirement Board

Date: September 13, 2018

Time: 4:30 PM

Location: Senior Center Ground Floor Conference Room

Minutes

Board Members present: Acting Chairman Kenneth Steele, Richard Keshian, Kenneth Hughes and Ida Cody

Acting Chairman Keshian called the regular meeting to order at 4:30 P.M

Mr. Keshian then made a recommendation that until the election process is completed and there is full Board the Acting Chairman should rotate through all the current Board Member by seniority. Mr. Keshian recommend Mr. Steele for Chairman at this meeting, Mr. Hughes for October and Ms. Cody for November and at the November Meeting with a full Board a permanent Chairman and Vice Chairman can be named. Mr. Hughes made a motion to approve Mr. Keshian's recommendation, seconded by Ms. Cody. The motion was approved by unanimous vote. Mr. Steele is now the Acting Chairman for this meeting.

Motion and vote to approve Expense Warrants #13-2018, #14-2018 and Payroll Warrant September 2018

After review and discussion, Mr. Keshian made a motion to approve the Expense Warrants # 13-2018, #14-2018 and September 2018 Payroll Warrants for payment, seconded by Mr. Hughes. The motion was approved by unanimous vote

Motion and vote to approve Minutes for August 23, 2018

After review and discussion Mr. Keshian made a motion to approve the August 23, 2018 Minutes, seconded by Ms. Cody. The motion was approved by unanimous vote.

Motion and vote to approve July 2018 Trial Balances

After review and discussion Ms. Cody made a motion to approve the July 2018 Trial Balance, seconded by Mr. Hughes. The motion was approved by unanimous vote

Motion to approve new town members as listed

After review and discussion Mr. Hughes made a motion to approve the new town members listed below, seconded by Ms. Cody. The motion was approved by unanimous vote.

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Daniel Amstutz	09/06/2018	9+2%	Planning Transportation
Ashley Curtain-MacGregor	09/09/2018	9+2%	Police Officer
Nicholas Glade	09/09/2018	9+2%	Library Adult Services
Katie Lahaie	09/09/2018	9+2%	Police Officer
Michael Largenton	09/09/2018	9+2%	Police Officer
Stephen Leveroni	09/09/2018	9+2%	Police Officer
Kevin McKenzie	09/04/2018	9+2%	Facilities Director
Emily Sullivan	09/04/2018	9+2%	Planning

Motion to approve new school members

After review and discussion Mr. Keshian made a motion to approve the new school members listed below, seconded by Ms. Cody. The motion was approved by unanimous vote.

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Amber Bassett	08/29/2018	9+2%	Teacher Assistant
Hannah Braun	08/29/2018	9+2%	Teacher Assistant
Lisa Bryant	08/29/2018	9+2%	Teacher Assistant
Sandra Cannon	08/27/2018	9+2%	Bus Driver
Meagan Foley	08/29/2018	9+2%	Athletic Trainer
Meredith Gallagher	08/29/2018	9+2%	Teacher Assistant
Katina Gogos	08/29/2018	9+2%	Teacher Assistant
Kaushalya Gurjar	08/29/2018	9+2%	Teacher Assistant
Sarah Jablonski	08/29/2018	9+2%	Teacher Assistant
Linday Keehan	08/29/2018	9+2%	Teacher Assistant
Kathryn Kendall	08/29/2018	9+2%	Teacher Assistant
Hannah Kleppner	08/29/2018	9+2%	Teacher Assistant
Josh Kraus	08/29/2018	9+2%	Teacher Assistant
Manuel Morais	08/29/2018	9+2%	Teacher Assistant
Matthew McDermott	08/29/2018	9+2%	Teacher Assistant
Anne Pedersen	08/29/2018	9+2%	Teacher Assistant
Courtney Roy	08/29/2018	9+2%	Teacher Assistant
Analicia Ruggie	08/29/2018	9+2%	Teacher Assistant
Nirup Sundaresan	08/29/2018	9+2%	Teacher Assistant
Mary Sweeney	08/29/2018	9+2%	Teacher Assistant
Abigail Winsted	08/29/2018	9+2%	Teacher Assistant
Deanna Witter	08/29/2018	9+2%	Teacher Assistant

Motion and vote of a refund of accumulated deductions for Sarah Krassner in the amount of \$890.06. Ms. Krassner had 5 months of creditable service working for the School Department as a Teacher Assistant

After review and discussion Mr. Hughes made a motion to approve Ms. Krassner's refund, seconded by Ms. Cody. The motion was approved by unanimous vote.

Motion and vote of a refund of accumulated deductions for Victoria Pererakis in the amount of \$1,915.69. Ms. Pererakis had 9 months of creditable service working for the Recreation Department as an Assistant Director of Kids Care

After review and discussion Ms. Cody made a motion to approve Ms. Pererakis refund, seconded by Mr. Hughes. The motion was approved by unanimous vote.

New Business

Acting Chairman Steele asked if the date of the October 25, 2018 Board Meeting could be changed due to a conflict has to assure a quorum. Mr. Steele and the other 3 Board Members agreed to Wednesday October 24, 2018 at 4:30 PM as the October Meeting.

Review Sample RFP's

Mr. Greco provided the Board with RFP Samples for Legal, Actuarial and Custodian Bank. Ms Cody asked if she could have some additional time to review the RFPs and vote at the October Meeting. The Board agreed and will review the RFP Proposals and vote in October.

Adjourn

Mr. Hughes made motion to adjourn the meeting at 5:45 PM, seconded by Ms. Cody. The motion was approved by unanimous vote.

Respectfully submitted,

**Richard S. Greco
Retirement Administrator**

Ken Steele, Board Appointed, Acting Chairman

Richard Keshian Appointed

Kenneth Hughes, Elected

Ida Cody Comptroller, Ex-Officio

Open

Elected